



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
OFFICE OF THE CHIEF, ARMY RESERVE
2400 ARMY PENTAGON
WASHINGTON, DC 20310-2400



DAAR-HR

11 October 2007

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: USAR Unit Coin Medallion (UCM) Policy

1. References.

- a. Army Regulation 600-8-22, Military Award, 11 Dec 06.
- b. Army Regulation 672-20, Incentive Awards, 29 Jan 99.
- c. Department of the Army Pamphlet 672-20, Incentive Awards Handbook, 1 Jul 93.
- d. Department of the Army Memorandum 600-70, Procurement and Presentation of Coins by Headquarters Department of the Army Principal Officials, 11 Feb 04.
- e. Administrative Assistant to the Secretary of the Army Memorandum, 24 Sep 07, subject: Exception to HQDA Coin Policy.

2. Purpose. To establish Army Reserve policy governing the purchase and presentation of UCMs.

3. Scope. This policy does not apply to UCMs purchased with personal or private funds, or with official representation funds, and is limited in scope to UCMs purchased with official operating funds.

4. Unit Coin Medallions.

a. Definition: Unit coin medallions (standard-size) are custom minted and emblazoned coins, typically with a unit insignia on one side and inscription on the reverse side, presented by an authorized individual, or on behalf of an authorized individual, as an on-the-spot recognition of accomplishment. UCMs will bear an inscription identifying them as awards such as 'For Excellence' or 'In Recognition of Outstanding Performance.' UCMs will not be given for performance of regular or routine duties and will not duplicate another award presented for the same event.

b. Authority: Unit coin medallions may be procured with operating funds and presented pursuant to the following authorities:

- (1) 10 U.S. Code § 1125 - Recognition for Accomplishments: Award of Trophies.
- (2) 5 U.S. Code § 4503 - Agency Awards.

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c. Purchase: Only one unit coin design may be purchased per unit with operating funds and is limited to \$5,000 per unit in any one fiscal year.

(1) Appropriated funds may not be used to purchase UCMs intended as personal gifts, mementos, souvenirs, tokens of appreciation, or items intended to promote goodwill. UCMs purchased with APFs will not be given or exchanged with peers, supervisors, commanders, military or civilian personnel during official visits as gifts or collectors items.

(2) Coins purchased with APFs will not include the individual name of the presenter. Officials authorized to purchase and present coins are authorized to purchase only one coin design for their unit. Separate coins for the commander and command sergeant major are not authorized; however, the UCM may bear the insignia of rank of the commander and the command sergeant major.

(3) Only commanders and officials who are authorized to present coins under this policy are authorized to spend locally available APFs to purchase UCMs. Every effort must be made to minimize this cost. Where possible, UCMs should be purchased in bulk to reduce the per item cost. As with all expenditures of public funds, authorized individuals must remain sensitive to cost considerations in the selection of their UCM to ensure prudent expenditure of government funds.

(4) UCMs purchased with APFs will not be presented to contractor personnel for their work or status as contractors unless authorized by their contract. Any presentation to contractor employees must be coordinated with the contracting officer prior to presentation.

(5) UCMs purchase with APFs will not be given to private organizations or to military or civilian personnel as a reward for participation in or support for private organizations.

(6) Each organization authorized to present and purchase UCMs will maintain a record of UCMs presented which will include the name of the recipient and the date of the award.

d. Presentation: Only general officer commanders and their command sergeant majors are delegated the authority to present UCMs. This authority may be further delegated to general officers who are either deputy or assistant commanders, and down to commanders and command sergeant majors at the battalion level.

(1) As Chief, Army Reserve, I delegate presentation authority to the following: Deputy Chief, Army Reserve; Deputy Chief, Army Reserve (IMA); and Command Sergeant Major Army Reserve.

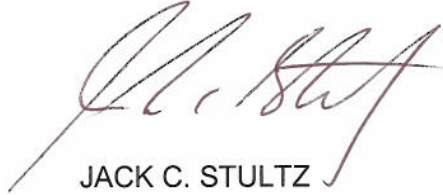
(2) As Commander, USARC, I delegate presentation authority to the following on the USARC Headquarters staff: Deputy Commanding General, USARC; Chief of Staff, USARC; and Command Sergeant Major, USARC. I also delegate presentation authority to colonel (O-6) commanders and command sergeant majors of units that report directly to me as the USARC Commander.

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e. Commands that are authorized to present UCMs under this policy will establish a written local command policy, which specifies spending limits and the authorized presenters in the command. Nothing in this policy limits an authorized individual's authority to issue a more restrictive local UCM policy. Such policy will be reviewed by the supporting judge advocate office prior to promulgation to ensure compliance with this policy.

f. This policy will be in effect until 30 September 2008 or until DA Memorandum 600-70 is updated.



JACK C. STULTZ
Lieutenant General, US Army
Chief, Army Reserve/Commanding
General, US Army Reserve Command

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